



EQUAL RIGHTS COMMISSION MEETING
Stanislaus County Learning Institute
917 Oakdale Road, Modesto CA
Wednesday, August 15, 2012 @ 3:30 PM

MINUTES

ATTENDANCE:

Commissioner Jeremiah Williams
Commissioner Leslie Beggs
Commissioner Carmen Morad
Commissioner Dionicio Cruz
Commissioner Pam Cullors
Commissioner Sofia Schultz

Ag Commissioner – Milton Ohaire
Alliance Worknet – Steve Hopkins
Assessor – Glafira Villalobos
Auditor – Jan Ingold
Behavioral Health – Christi Golden
Chief Executive Office – Nancy Bronstein
Chief Executive Office – Cynthia Thomlison
Chief Executive Office – Kym Vieira
Chief Executive Office – David Jones

Child Support Services – Joann Sarhad
Clerk Recorder – Jeremy Howell
Community Services Agency – Brandi Welsh
Cooperative Extension – Veronica Torres
County Counsel – Ed Burroughs, Alice Mimms
Environmental Resources – Merry Rorabaugh
General Services Agency – Donna Riley
Health Services Agency – Sue Herzog
Library – Donna Witt
Planning – Marianne Rucker
Probation – Delilah Vasquez
Public Works – Diane Haugh
Stanislaus Regional 9-1-1 – Scott Nickerson
Strategic Business Technology – Allison Turner
Treasurer – Angie Valdez

- I. Call meeting to order – Meeting called to order at 3:35 by Nancy Bronstein.
- II. Commission Business
 - Previous Minutes – Only 3 commissioners present at the time the meeting was called to order so the vote on the minutes was delayed until later in the meeting and the item taken out of order. Motion (Williams) / Second (Beggs) / Carried (all) to approve the minutes as presented.
 - Correspondence – No correspondence.
- III. EEO Training
 - Reminder regarding signing up via PeopleSoft for the upcoming Investigations Training for EEO Officers and Human Resource Professionals – October 12, 2012 (Salida Library Training Room)
 - Training Update
 - Effective Communications – Class was held on June 7, 2012 with 27 attendees. Next class tentatively scheduled for September 6, 2012.
 - Preventing Harassment, Discrimination and Retaliation (non-mandatory training) – Class was held on June 28, 2012 with 10 attendees. Next class tentatively scheduled for November 8, 2012.
 - Mandatory Sexual Harassment – Class was held on June 20, 2012 with 89 attendees. Next class will be held on September 19, 2012. There are

approximately 10 who are out of compliance. Reminder to loop out to staff in departments regarding how critical this issue is.

IV. EEO Complaints

- County Complaints – Nancy provided verbal update on County complaints. Detailed report provided in meeting packet.
- Departmental Complaints – Nancy provided verbal update on departmental complaints. Detailed report provided in meeting packet. Sometimes the departmental complaint process takes longer because need to interview a large number of staff. Turnaround time requirements vary based on the level of the complaint. We now have one staff person in the CEO's office dedicated to investigating the EEO complaints.

V. Non-Standing Items

- Investigative Interview Admonishment – Review of documents provided in the meeting packet. Open for comments on the two documents. Importance of notifying witness that interview is being recorded. Copy of recording of witness interview can be provided to witness if they request. Recording information is missing from subject admonishment (it is on the witness admonishment). Cite what county policy prohibits retaliation (yellow form, second paragraph, at bottom). Refer to county policy specifically. Many times copy of policy is provided at the time of the interview or prior to the meeting. Departmental EEO Officers were requested to email feedback.
- EEO Goals Review – Diagram and update provided by Nancy. Two items on the diagram are already in process. Nice to see that progress is being made. Diagram and process will be addressed at a future meeting.
- EEO Postings – Suggested to post in each department who the departmental EEO officers are, maybe put some kind of posting together – i.e. wage and hour posting, list of EEO officers, who in the department that employees can contact with concerns or issues. CEO's office will put something together that can be posted at the same time as the non-discrimination statement each year.
- Diversity Week – Soul food of your culture was highlighted. Food is a good way to find out about people. Maybe David could coordinate pictures from diversity week at each of the departments and the pictures could be posted on the intranet.

VI. Comments and Updates

- Commissioners – Nothing to report.
- County EEO Officer – Nothing to report.
- Departmental EEO Officers – Nothing to report.

VII. Regular session adjourned at 4:15 p.m. to allow for closed session.

VIII. Closed Session – Dale Butler EEO Award Nominations

IX. Adjournment